

CLASSES BEING OFFERED

- **Customs and Courtesies**
- **Team Building**
- **Introduction to the Internet**
- **Planning/Conducting Meetings**
- **Website Building**
- **Leadership Influences**
- **Situational Leadership**
- **Time Management**
- **Functions of Management**
- **Problem Solving**
- **Diversity Exercise**
- **Human Relations**
- **Core Values/Ethics**
- **Barriers to Communications**
- **Preparing to Communicate**
- **Effective Writing**
- **Behavioral Analysis**
- **Professionalism**
- **Aerospace Education**

The majority of the SWR Staff College classes are presented by the very professional NCO Academy staff. Their quality presentations are heralded as "Outstanding" by many former SWRSC students. The NCO Academy staff are the simply the best the USAF has to offer!



... Invest in yourself!

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Southwest Region Staff College 2005
Southwest Region Headquarters



16-23 July 2005
SOUTHWEST
REGION
STAFF COLLEGE

**SUPERIOR
LEADERSHIP
TRAINING**

2005

ADVANCED CAP LEADERSHIP AT ITS BEST!

The SWR Staff College is known for its excellence in presentations by the NCO Academy staff and its bonding of participants and staff members. The intense week is literally filled with leadership learning experiences and fun-filled activities. Many students are so charmed with the college they vie for staff slots annually, hoping they will be selected to return.

COSTS of the SWRSC will include:

College tuition- \$120 (includes all SWRSC activities & graduation banquet)

Room - \$29 A NIGHT -private room - share a bath (Price subject to change)

Food - Approximately \$6 - \$10 a day for 3 meals in KAFB Dining Hall. Off Base dining – at reasonable local prices.

Incidentals: Your call

UNIFORMS

USAF blue uniform (MUST meet height and weight standards)

CAP white short-sleeved aviator shirt/gray slacks -skirts for the women

Dining Out - Men: Mess Dress or business suit or blue blazer combo with black bow tie.

Women: Mess Dress, blue blazer combo with regimental floppy tie or formal evening wear.

No flight suits, blue knit shirts or BDU uniforms allowed
Daily uniform inspections

Visiting Albuquerque!

The premiere Southwest Region Staff College is held annually at Kirtland Air Force Base in Albuquerque, New Mexico. Traditionally, the dates coincide with the KAFB NCO Academy summer break. For the last few years the SWRSC has been held in July. The date for the college this year are 16-23 July. Lt Col Mike Swanson from Louisiana will be the 2005 Director.



Class of 2004

There will be opportunities to visit popular Albuquerque sties during your week-long stay. All local transportation is provided free of charge as part of the SWRSC.

The summer weather in the Land of Enchantment can be very warm during the day while cooling off in the evenings. Summer “monsoon” rains are to be expected. Participants should remember Albuquerque’s elevation is approximately 5200 ft. Sun screen and cool casual clothes are the order of the day for off-Base activities. All NCO Academy buildings are cooled. The presentation center may require a light sweater or jacket. Some of the SWRSC activities are held outside during the cooler part of the day.

We're on the web!

<http://swrsc.swr.cap.gov>

Region Staff College is the formal in-residence course required for completion of Level IV training. It prepares selected CAP officers to better execute the duties and responsibilities associated with CAP command and staff positions at squadron level and above. CAP officers who have completed Level III training and who hold command or staff positions are eligible to attend the Region Staff College. (CAPR 50-17, 6-3)

PRE-REQUISITES

- ◆ Current CAP membership
- ◆ Complete Levels I, II, III (some exceptions can be accommodated)

HOW TO REGISTER

Send your signed CAP Form 17 (requires both yours & your Sq CC) to:

Your Wing Commander
Your Wing Headquarters
Your Wing Headquarters Address
Your Wing Headquarters City, State, Zip

Send Courtesy Copy of your CAP Form 17 and a \$30 deposit to:

Lt Col Mike Swanson, CAP
SWRSC 2005 Director
7625 Brook Haven Way
Shreveport, LA 71105-5706

Please make checks payable to
2005 SW Region Staff College

For more information

E-mail Lt Col Swanson at:
mwsanson@shreve.net